

How do I register and use my domain name?

- 1 Decide on a domain name (which can be something other than your business name) and a name space that best suits your needs. Check to see if you are eligible for the name.**

Do this by researching the ICANN website, for a global domain name, or the auDA or AusRegistry websites, for .au domain name information. This is important as different criteria apply for the various types of domain space. You will also need to decide on the second level domain you'd like – this is the '.com' or '.net' part of the name.

- 2 Check if your chosen domain name is available** –by checking the relevant WHOIS service
- ? for .com.au, net.au, org.au, asn.au or id.au names use the AusRegistry WHOIS service, www.ausregistry.com.au;
 - ? for global domain names, check the WHOIS service(s) available through the ICANN website www.icann.org

If your chosen name is not available, look at other options, eg. acronyms, events, products or services as included in the auDA guidelines.

- 3 Ensure your chosen domain name does not infringe someone else's rights**, for example, a trade mark either in Australia or major overseas markets you intend to target. You may be sued if it does. IP Australia's trade mark database is at www.ipaustralia.gov.au/trademarks

- 4 Choose an auDA (or ICANN) Accredited Registrar or their reseller.**

Both the auDA and AusRegistry websites provide a list of auDA accredited registrars. Any one of these registrars can help you register your chosen .au domain name (or names) if available. Select a registrar and follow their registration instructions. Service offerings, charges and terms and conditions may vary from registrar to registrar, and should be considered carefully. The cost to register varies depending on the term of the licence and the type of domain name chosen. You can register a domain name for email use only if you wish –once you set up an email address, your domain name can follow you anywhere.

- 5 Arrange for your domain name to be “hosted”.**

A hosting service provides an online location for your website, and ensures that the address records in the Domain Name System (DNS) for your email and website are updated and the path leads to that server. Your existing Internet Service Provider (ISP), other ISPs, or a “webhosting” service can host your domain name. Some registrars and resellers include hosting as part of their domain name service. Domain name hosting usually includes:

- ? the hosting of your domain name;
- ? an email address(es) and re-direction to this address;
- ? space for a website under your domain name, and server support for additional functionality on your website, such as security measures.

You should shop around for the service offering that best suits you. Unlike a domain name that is part of your ISP's domain, your own domain name will be 'portable', which means that your website can reside on a server in Australia, or overseas if you want.

- 6 Create your web page and set up your email addresses.** You can do this yourself, or get your registrar or reseller, your ISP or someone else to do it for you.

- 7 Renew!** – If you remain eligible but fail to renew your license, you will lose your right to use the domain name. You can transfer to a different registrar if you wish.